

# **BROOKINGS COUNTY COMMISSION MEETING**

**Tuesday, April 6, 2004**

The Brookings County Board of County Commissioners met in regular session on Tuesday, April 6, 2004, with the following members present: Deanna Santema, Don Larson, Mary Negstad, and Emil Klavetter. Dennis Falken was absent, while attending the NACE Convention. Also present: Stephanie Vogel, Kelly Bakken, Robert Hill, Trish Sterud, Todd Struwe, Vicki Hanna, Joyce Dragseth, Gary Heldt, Richard Smith, Wm. Mark Kratochvil, Steve McCarthy, John Mills, Jan Willmott, John Andrews, and Brian Eclov.

Chairperson Deanna Santema called the meeting to order.

## **CONSENT AGENDA**

Chairperson Santema declared the Consent Agenda approved as amended with no objection from the board. The Consent Agenda consisted of the agenda for the April 6, 2004 meeting and the minutes from the March 30<sup>th</sup>, 2004 Commission Meeting. Welfare Matters: Case # 04-005 for hospital was approved; Case # 04-032 for hospital was denied; Case # 04-001HSC for admission fee was approved. Travel/Education: Rose Marie Stee to go to Pierre, SD on April 24-25<sup>th</sup>, 2004 to attend 4-H Shooting Sports; to go to Watertown, SD on May 4-7, 2004 to attend the Professional Development Conference; to go to Madison, SD on June 16-18, 2004 to attend 4-H Camp; to go to Madison, SD on June 21-23, 2004 to attend Teen Leadership Conference; to go to Sioux Falls, SD on June 28, 2004 to attend the Public Presentation Day; to go to Yankton, SD on May 15, 2004 to attend a 4-H Leadership Program; to go to Flandreau, SD on June 30, 2004 to attend 4-H Public Presentation Day. Laurie Tangen to go to Watertown, SD on April 3, 2004 to attend a Day Care Conference; to go to Madison, SD on April 7, 2004 to present the Dermascan; to go to Pierre, SD on April 13, 2004 to attend the FNP Conference; to go to Madison, SD on April 22, 2004 to attend the CFEL Area Meeting; to go to Madison, SD on May 7, 2004 to attend a School Presentation. Martin Stanwick to go to Deadwood, SD on April 19-21, 2004 to attend a Media Relations Class. Lionel Torgrude and Irene Pierce to go to Watertown, SD on April 6, 2004 to attend a Special Meeting. Gary Heldt and Lawrence Barnett to go to Pierre, SD on April 15-16, 2004 to attend Supervisor and Enforcement Training.

## **ROUTINE BUSINESS**

Zoning & Drainage Director, Robert Hill met with the board to discuss departmental matters and to distribute the 2004 1<sup>st</sup> Quarter Building Permit Report.

Community Health Nurse, Trish Sterud met with the board to discuss and distribute the 2004 1<sup>st</sup> Quarter Department of Health Report.

Emergency Management Director, Todd Struwe met with the board to discuss departmental matters and to distribute the following reports. Be it noted Chair Santema signed the South Dakota Emergency Management 2004 2<sup>nd</sup> Quarter Activity Report for the Brookings County Emergency Management Performance Grant and the Daily Time and Work Records.

Treasurer, Vicki Hanna met with the board to update the board on the construction project of moving the front counter, and to distribute the March 2004 Treasurer's Report.

Director of Equalization, Joyce Dragseth met with the board to discuss Equalization Boards and to discuss SDCL # 10-3-14. Be it noted, Dragseth met with the board to hold the Annual County Conference according to SDCL # 10-3-14.

Weed and Pest Supervisor, Gary Heldt met with the board to distribute township maps on the Gopher Bounty and the Weed Spraying Programs. Heldt updated the board on upcoming certifications and meetings.

Deputy Auditor, Kelly Bakken presented the board with the Auditor's Report. Bakken distributed the preliminary 2004 County Board of Equalization Appointment Calendar. Be it noted, the salaries and personnel changes for the month of March 2004 are as follows: Longevity Increase: Brenda Conn \$55.00; Steve Groon \$125.00; Steve Haro \$45.00; Randy Ribstein \$105.00; Janet Willmott \$130.00; Shawna Vomacka \$50.00. Salary Changes: Brenda Conn from \$12.01 to \$12.23; Mike Erickson from \$11.47 to \$11.70; Randy Ribstein from \$13.88 to \$14.13. Resignation: Correctional Officer, Laurie Sebring. Commission \$8,302.45; Auditor \$10,563.92; Treasurer \$11,755.22; State's Attorney \$17,064.83; Custodial \$4,782.06; Equalization \$18,490.83; Register of Deeds \$7,896.02; Veterans Service \$2,952.17; Sheriff's Office \$34,530.03; Detention Center \$29,120.56; Contract Law \$6,343.78; Contract Law Elkton \$817.13; Emergency Management \$5,361.22; Drainage \$835.94; Highway \$49,723.26; Welfare \$2,914.53; Community Health \$2,305.32; WIC \$2,082.12; Extension \$4,258.64; Weed \$3,062.30; Zoning \$2,874.19. Be it noted, Chair Santema signed claims for the following—AFLAC, insurance \$2,071.70; AFLAC Flex-One \$75.00; Office of Child Support Enforcement, child support \$555.00; Delta Dental, insurance \$2,107.98; Flex One, unreimbursed medical \$1,181.00; Local Teamsters, union dues \$931.00; SDRS, retirement \$27,472.99; SDRS Supplemental, retirement \$2,580.00; EFTPS \$51,267.33; Wellmark Blue Cross, insurance \$33,716.65; Midwest Benefits, life insurance \$571.00.

Commission Assistant/Personnel Director, Stephanie Vogel presented the board with the Commission Assistant/Personnel Director Report. Vogel updated the board on Personnel Items, Spring Work Shop, Document Imaging Training, Court House Building Electrical Matters, Technology Matters, Correspondence, and Invitations. Be it noted, the board approved the Routine Personnel Action Notice for Gary Egeberg.

### **REGULAR BUSINESS**

Steve McCarthy and John Mills representing the 1921 Building Project met with the board to discuss the 1921 Building Project. The board discussed the removal of the County's garage/storage building, the progress of the 1921 Building Project, and possible rental space needs of Brookings County. Be it noted, the board toured the 1921 Building.

Zoning & Drainage Director, Robert Hill met with the board to discuss building permits and Brookings County Map Books.

### **COMMISSIONER'S OPEN DISCUSSION**

Be it noted, the board discussed Brookings County space needs, the 1921 Building project, the County's garage/storage building, the Research Park, and the County Commission Room furniture and flags, the Harvest Church Building, Storage concerns, Technology matters and security cameras, correspondence and invitations.

### **ADJOURNMENT**

Chair Santema declared the meeting adjourned until 8:30am Tuesday, April 13, 2004.

It is the policy of Brookings County, South Dakota, not to discriminate against the Handicapped in Employment or the Provision of Service. The County of Brookings is responsive to requests for communication aids and the need to provide appropriate access, and will provide alternative formats and accessible locations consistent with the Americans With Disabilities Act.

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Kelly Bakken  
Deputy Auditor  
Brookings County Auditor's Office